

**WEST VIRGINIA
DIVISION OF MOTOR VEHICLES
INTERNATIONAL REGISTRATION PLAN**

IMPORTANT NOTICE

AFFIDAVIT OF RENEWAL PROCEDURES

I have been advised by the International Registration Plan staff and understand that if I **do not** wish to renew my accounts during the renewal period (May 15 through July 15) for active accounts, I must **IMMEDIATELY** do the following:

1. Return my renewal form (computer-generated copy) to the IRP office.
On the renewal form, I am to write the words **"CANCEL CARRIER"** and I am to sign and date the form.
2. Return **ALL** apportioned license plates and cab cards.

I understand that I must return the items listed above by July 15. If I fail to return the Credentials and decide to renew later in the year, I will be assessed registration fees based on a full twelve (12) months.

Signature of
Authorized
Representative: _____

Carrier Account Number _____

Registrant's Name _____

Date _____